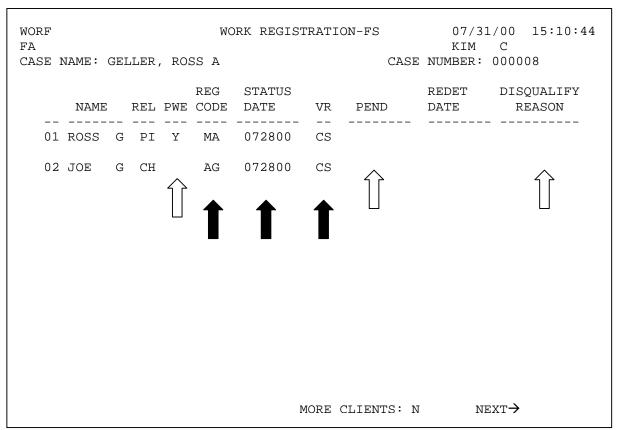
TEAMS Screen Guide $WORF \cdot 700$ -S.1

WORF – Work Registration-FS

This screen is used to collect work registration status for Food Stamps participants.



Solid arrow = Mandatory field. Open arrow = Optional Field.

Mandatory Fields ([F1] indicates Online Help is available.)

REG CODE [F1]

A code is entered for each person to describe his/her work registration situation.

STATUS DATE

A date is entered to reflect the date the work registration code is entered or updated.

VR [F1]

A code is entered to show the means of verification for the registration code.

Optional Fields

PWE [F1]

Y is entered next to the Primary Wage Earner or is left blank if there is no primary wage earner.

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PEND (REG CODE)

This field is used to enter a future verification date for the previous piece of information. (See Process Guide, "Pending for Verification.")

DISQUALIFY REASON

This field is not currently used for any specific information. It is a 3-character field used to enter information, at the discretion of the eligibility staff.

Display Fields

CASE NAME

The case name (Primary Information person) is displayed.

CASE NUMBER

The TEAMS case number is displayed.

NAME

The first five letters of the person's first name, and the first letter of the last name, are displayed.

REL

This field displays the two-character Relationship code that was entered on the APRE screen. It indicates the person's <u>relationship to the PI</u> (Primary Information person).

REDET DATE

This field displays the Food Stamps redetermination date for Food Stamps, once the date has been set by the eligibility worker on EXAD.

Navigation Fields and Fkeys

MORE CLIENTS	This field displays N if all household members are listed on the screen, or Y if more members are shown on the next page. The user can change Y to N (except at initial entry) to bypass the second page or to use the NEXT> field.
NEXT>	This field allows the user to access the next desired screen by typing the screen name.
F2	The F2 key returns to the last TEAMS menu that was accessed.
F3	The F3 key returns to the SYSE (System Selection) menu.
F10	The F10 key accesses the CANO (Case Notes) screen.
F12	The F12 key clears any new data typed on the screen, as long as Enter has not been pressed.

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